**Confidential**



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| --- |
| Salix Energy Efficiency LoanS scheme |
| Application Form   |  |  | | --- | --- | | Instructions for Return of Form | | | Electronic copy of project compliance tool to be sent to | [seelsapplication4@salixfinance.co.uk](mailto:seelsapplication4@salixfinance.co.uk) | | Signed hard copy of this application form to be sent within 2 days of submitting the electronic copy of the project compliance tool to | SEELS4  Salix Finance Ltd  25 Southampton Buildings  London  WC2A 1AL | |
| |  |  | | --- | --- | | Author: |  | | Organisation: |  | | Date Submitted |  | |

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Salix Finance Ltd (“**Salix**”) is running an interest free loans programme for Public Sector Bodies.

In line with its aim of encouraging sustainable development and investment, the interest free loans are for specific, accepted projects which meet certain criteria and will save energy and reduce CO2 emissions within individual estates.

Public Sector Bodies are invited to apply for this loan funding by completing an application form and Project Compliance Tool and submitting these to Salix.

The loan is intended to cover the total cost of the project(s). The loan is repayable over 4 years in six monthly instalments from the first payment date of March 2013.

The application should be signed by an authorised officer of the Public Sector Body. The final closing date for applications is 15 March 2012, which will be handled on a first come first served basis. Salix aims to notify Public Sector Bodies of the success or otherwise of their application within 14 days of their application. Loans will only be paid by Salix against the submission of a completion certificate and signed loan agreement and direct debit mandate for the projects authorised.

Public Sector Bodies will be required to sign a loan agreement at project completion and agree the prescribed payback amounts and periods for the interest free loan prior to any payments being made to them.

Salix may, in limited circumstances, agree to fund a project on an interim/stage basis during implementation, in which case the Public Sector Body will be required to sign a loan agreement and direct debit mandate before the first payment can be made.

# Proposal Contact Details

## Organisation Details

|  |  |
| --- | --- |
| Legal name |  |
| Organisation Type |  |
| Address |  |
| Postcode |  |
| Region |  |
| Telephone |  |
| Website |  |
|  |  |

## Main Contact Details

|  |  |
| --- | --- |
| Contact |  |
| Position |  |
| Department |  |
| Address |  |
| Postcode |  |
| Telephone |  |
| Email |  |

## Authorising Official Details (should be at a senior level)

|  |  |
| --- | --- |
| Contact |  |
| Position |  |
| Department |  |
| Address |  |
| Postcode |  |
| Telephone |  |
| Email |  |

# Data Protection

Providing examples of projects Salix has helped finance is the best way to share good practice and help others identify projects they can undertake.

By signing this application, you are confirming your agreement to Salix sharing information on the projects you propose undertaking with this application between other Salix current and future clients.

# Declaration

In completing and signing this proposal, I/we confirm that:

* I/we are authorised to submit this application on behalf of the applying Public Sector Body.
* We have read the Salix Application Notes and accept the content.
* We confirm that the project(s) applied for are additional and would not have taken place without this funding.
* The information supplied in our application and the Project Compliance Tool is true and correct to the best of our knowledge.
* We agree to Salix sharing information about our funded projects with other current and future clients.
* We understand and accept that no payment will be made if the project is not completed within the agreed timescale of 9 months from Salix’s authorisation of the project(s) or if the project otherwise fails to comply with the Scheme’s criteria.
* We understand and accept that no payment will be made if the project costs alter and the final costs change so that the project is no longer compliant with the Scheme’s criteria.
* We confirm and accept that before any funding is released, we will be required to submit a completion certificate and to complete a loan agreement and direct debit mandate
* We understand and accept that, if the project is funded on an interim payment basis, we may be required to repay the loan early if the project does not progress as expected.
* We confirm that we have submitted electronically the project compliance tool with the value of projects shown below:

|  |  |
| --- | --- |
| Total value of projects included on Project Compliance tool: | £ |

|  |  |  |
| --- | --- | --- |
|  | Author | Authorising Official |
| Signed: |  |  |
| Name: |  |  |
| Date: |  |  |